Team management

Team structure

Team leader: Yifan Wen

Requirement analysts: Tianshuo Bai

Information searcher: Mingxuan Li

App interface Designer: Lexi Liu

App interface Designer: Fengzhu Zuo

Project schedule

Start

Set up the team

Analyze the need of the chosen user group

Analyze requirements

Create a repository

Define the functionalities of the app

Design the interface of app in wireframe.

Task allocation

Everyone needs to take part in the discussion of development the app, to give some points.

Tianshuo Bai and Mingxuan Li, are responsible for analyzing the requirement of the elders.

Lexi Liu and Fengzhu Zuo design the interface of the app.

Yifan Wen, writes some document and be a coordinator in the group.

Meeting agenda and minutes

**Meeting 1:**

Time: 27 October 2022, 8 pm participant: all group members

We set up our team, setting an objective of developing the weather app for the elders and analyzed the need of them.

**Meeting 2:**

Time: 5 November 2022, 9 pm participant: all group members

We analyzed the requirement of the elders. Based on this, we defined the function of our app.

**Meeting 3:**

Time: 11 November 2022,6 pm participant: all group members

We had a discussion about how we finish the task at last.